



**<NOTICE>**

**<PREAMB>**

**DEPARTMENT OF COMMERCE**

**Census Bureau**

**Proposed Information Collection; Comment Request; Census Employment Inquiry**

**AGENCY:** U.S. Census Bureau, Commerce.

**ACTION:** Notice.

**SUMMARY:** The Department of Commerce, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections, as required by the Paperwork Reduction Act of 1995.

**DATES:** To ensure consideration, written comments must be submitted on or before (INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER).

**ADDRESSES:** Direct all written comments to Jennifer Jessup, Departmental Paperwork Clearance Officer, Department of Commerce, Room 6616, 14th and Constitution Avenue, NW, Washington, DC 20230 (or via the Internet at [jjessup@doc.gov](mailto:jjessup@doc.gov)).

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to Viola Lewis-Willis, Bureau of the Census, 4600 Silver Hill Road, Room 5H043, Washington, DC 20233, (301) 763-3285 (or via the Internet at [viola.l.lewis.willis@census.gov](mailto:viola.l.lewis.willis@census.gov)).

## **SUPPLEMENTARY INFORMATION**

### **I. Abstract**

The BC-170, Census Employment Inquiry, is used to collect information such as personal data and work experience from job applicants. The BC-170 is used throughout the census and intercensal periods for surveys, special censuses, decennial census pretests, and dress rehearsals. Applicants completing the form for a census related position are applying for temporary jobs in office and field positions (clerks, enumerators, crew leaders, supervisors). In addition, as an option to the OF-612, Optional Application for Federal Employment, the BC-170A may be used when applying for temporary/permanent office and field positions (clerks, field representatives, supervisors) on a recurring survey in one of the Census Bureau's 6 Regional Offices (ROs) throughout the United States. This form is completed by job applicants at the time they are tested. Selecting officials review the information shown on the form to evaluate an applicant's eligibility for employment. During the decennial census and the associated pre-tests, the BC-170D is intended to expedite hiring and selection in situations requiring large numbers of temporary employees for assignments of a limited duration.

The use of this form is limited to only situations that involve special, one-time or recurring survey operations at one of the ROs and/or which require the establishment of a

temporary office. The form has been demonstrated to meet our recruitment needs for field workers and requires significantly less burden than the Office of Personnel Management (OPM) Optional Forms that are available for use by the public when applying for Federal positions. Over the next three years, we expect to recruit approximately 61,500 applicants for census jobs (i.e., one-time censuses, special censuses and decennial pretests and dress rehearsals), which would equate to a significant reduction in the required paperwork and public burden, as compared to other federal application forms.

The bulk of the proposed changes to the form are related to standardizing the information collected across the three variations of the forms which we currently utilized and to collect additional applicant data to facilitate the processing of the application.

## **II. Method of Collection**

We collect this information at the time of testing for temporary and permanent positions. Potential employees being tested complete a four-page to six-page paper application at the time of testing.

## **III. Data**

*OMB Control Number:* 0607-0139.

*Form Number(s):* BC-170A, BC-170B, BC-170D.

*Type of Review:* Regular submission.

*Affected Public:* Individuals.

*Estimated Number of Respondents:* 75,000.

*Estimated Time Per Response:* 15 minutes.

*Estimated Total Annual Burden Hours: 18,750.*

*Estimated Total Annual Cost to Public:* The only cost to the respondent is his/her time for completing the BC-170A (recurring surveys), BC-170B(special censuses), or BC-170D (decennial censuses).

*Respondent's Obligation:* Required to obtain a benefit.

*Legal Authority:* Title 13, U.S.C. Section 23.

#### **IV. Request for Comments**

Comments are invited on: (a) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information shall have practical utility; (b) the accuracy of the agency's estimate of the burden (including hours and cost) of the proposed collection of information; (c) ways to enhance the quality, utility, and clarity of the information to be collected; and (d) ways to minimize the burden of the collection of information on respondents, including through the use of automated collection techniques or other forms of information technology.

Comments submitted in response to this notice will be summarized and/or included in the request for OMB approval of this information collection; they also will become a matter of public record.

Dated: May 8, 2014.

**Gwellnar Banks,**

*Management Analyst, Office of the Chief Information Officer.*

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